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MEMORANDUM FOR: Director of Computer Science  
Director of ELINT  
Director of Research and Development  
Director of Scientific Information  
Director of Special Projects  
Director of Foreign Missile and Space  
Analysis Center

1. Offices were recently provided one Master File Copy and one Project Officer Due List from the computer contract base. The Due List was to be corrected and returned. This has been done, and the Offices now retain one copy of the Master File plus an additional copy which was distributed separately.

2. This envelope contains one copy of the Master File and one copy of the Due List. It is intended that the three Master Copies now held by the Offices be distributed as follows:

Office - 1 copy  
Division/Branch - 1 copy  
Project Officer - 1 copy.

3. It is recommended that the enclosed Due List be distributed to the Project Officers for their retention until the next regular issue of this run.

4. The next Due List distribution, which will incorporate all corrections through close of business 28 June, will be issued 1 July. Three copies will be distributed to the Offices at that time: one to be retained by the Office, one to be retained by the Project Officer, and one copy to be corrected by the Project Officer, signed, and returned to DD/S&T.

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Special Assistant to the  
DD/S&T

cc: Mr.  
Approved For  
Mr.

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